



# Nevada Division of Insurance

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## GUIDELINES FOR LICENSING A TITLE AGENT OR ESCROW OFFICER

### **Uniform Application for Individual Insurance Producer License, Form 327:**

**Resident individuals** who are not currently licensed in Nevada must submit the Uniform Application for Individual Insurance Producer License application, Form 327. The licensing fee is \$255 (\$195 plus \$60 for the agency affiliation). Resident individual licensing requirements can be found at Form 301. Individuals must be bona fide residents of Nevada or reside within 50 miles of this state. Each partner of a partnership must submit an application to be licensed under the partnership. A corporation or association must have at least one individual licensed as an individual title agent.

### **Resident's Requirements for Criminal History Search, Form 324:**

All individuals applying for a resident license with the Division must furnish a complete set of fingerprints which the Commissioner may forward to the Central Repository for Nevada Records of Criminal History and the Federal Bureau of Investigation.

Applicants must pay the applicable processing and agency fee for this service. Applicants may have their fingerprints taken by a law enforcement agency or authorized vendor. The applicant must submit the fingerprint cards to the Division along with a completed license application. A money order or cashier's check in the amount of \$51.25, made payable to the Department of Public Safety (DPS), must accompany the fingerprint cards.

LiveScan Digital Fingerprinting services are also available through Pearson VUE. Applicants may register to have their fingerprints taken at the same time they register for the state exam. The LiveScan fingerprinting fee is \$40.25 plus the vendor's processing fee. Applicants will be provided a receipt which indicates the date the fingerprints were submitted to the Nevada Criminal History Records Repository. The applicants must provide the receipt in place of the physical fingerprint cards when applying for a license.

### **Title Addendum, Form 340A:**

An applicant for a title agent license must provide proof that they have at least one year of recent experience relating to title insurance of a nature sufficient to allow the applicant to fulfill the responsibilities of a title agent.

**Questions:** Contact the Division's Producer Licensing Section in Carson City at (775) 687-0700, option 1, in Las Vegas at (702) 486-4595 or anywhere in Nevada toll free at (800) 992-0900.

Title 57 of the Nevada Revised Statutes (NRS) governs the business of insurance. Nevada's laws and regulations are available online at [www.leg.state.nv.us](http://www.leg.state.nv.us) or [www.doi.nv.gov](http://www.doi.nv.gov). Producer Licensing Section forms can be found by logging on to [www.doi.nv.gov](http://www.doi.nv.gov).